



ISLAND CONSERVATION

Preventing Extinctions

July 2016

Island Conservation Job Advertisement

Position Title: Bahamas Project Manager

Employment Type: Full Time Position

About the Organization

Island Conservation (IC) is a global nonprofit organization that works where the concentration of both biodiversity and species extinction is greatest: islands. Grounded in high-quality science and committed to innovation and conservation results, IC focuses on removing invasive, non-native vertebrates from islands where they are destroying native plant and animal populations, spreading disease, damaging sensitive ecosystems, degrading resiliency in the face of climate change, and harming economic livelihoods and cultural practices. The results of IC's work are concrete and measurable. In North America, South America, the Caribbean, and the Southwest Pacific, IC has worked closely with partners to deploy teams to 52 islands and protect 994 populations of 389 animal species. IC is based in Santa Cruz, California with satellite offices located in Hawaii; British Columbia; Puerto Rico; Australia; New Zealand; Chile; and Galapagos, Ecuador. For more information, please visit www.islandconservation.org.

Purpose of the Role: To support the development and implementation of projects in the Bahamas and to maintain existing and establish new strong, functional partnerships that enable these conservation actions to endure.

Location: The projects and partners are located in the Bahamas. A duty station in the Bahamas is preferred but a well-justified, alternative location would be considered. The position requires travel with extended periods of time away from the duty station. Willingness to live and work in sometimes primitive conditions with few amenities is essential.

Responsibilities: The Bahamas Project Manager is responsible for the successful planning and implementation of projects in the Bahamas, which includes developing and maintaining partnerships, progressing existing projects, identifying new project opportunities, and identifying and soliciting funding. This position will oversee staff working on projects in the Bahamas and may directly supervise some staff. This position will be responsible for maintaining an effective and productive team.

- Establishes and maintains relationships with partners and communities instrumental to the development of a program of work consistent with Island Conservation's strategic plan and for the successful implementation of projects.
- Initially oversees an individual project, with a future goal of overseeing the planning and implementation of a suite of projects within the Bahamas.

- Creates a budget for the work program and tracks budget performance across all projects in the Bahamas.
- Identifies compliance requirements and oversees the process for gaining permissions necessary for a project to proceed.
- Identifies and cultivates donors and funding agencies to secure resources for the implementation of a suite of projects.

Necessary Attributes for Position: Play a key role in pursuing Island Conservation's mission by providing support in planning and implementation of island restoration projects. The most important aspect of achieving this is to effectively work in partnership with the many stakeholders involved in projects. Thus, a demonstrated ability to work effectively with partners, provide clear and frequent communication to partners, and support productive and positive partner meetings and relationships is critical. Attention to detail and the ability to track multiple tasks simultaneously without sacrificing quality is also very important. This position may require extended travel to remote field locations and a willingness to live and work in sometimes rustic conditions with few amenities. The position requires a strong commitment to Island Conservation's mission, impeccable integrity, and a keen sense of humor. The ability to be a positive member of a highly motivated team, both in the office and in the field, is critical.

Minimum Qualifications:

- 3 to 5 years' experience in successfully managing complex conservation projects involving multiple partners and stakeholders.
- Excellent interpersonal skills, intellectual curiosity, approachability, and willingness to listen to internal and external constituents and learn from their best ideas.
- Excellent organizational skills, ability to work independently and as part of a team, ability to solve problems with limited supervision, and the ability to prioritize and meet deadlines.
- Excellent written and spoken English language skills.
- Experience with developing and managing contracts with partners and vendors.
- Successful track record in developing grant proposals and working with funders to develop opportunities.
- Ability to manage project and program budgets. Experience with budget projections.
- Proficiency with Word, Excel, Outlook.
- Ability to perform efficiently under physical demanding conditions, including walking daily on rough footing with a backpack. Able to live harmoniously in small groups, in remote field camps.
- Willingness and ability to spend significant time in the field away from home. Field deployments can run from 1 week to 6 weeks or longer.

DESIRABLE QUALIFICATIONS

- Experience working with government and non-government organizations in the Bahamas.
- Familiarity with the Bahamas, including ecological, social and political aspects.
- Experience in invasive species control and/or eradication including baiting, trapping and use of firearms. Familiarity with environmental toxicology and how it relates to invasive species control.
- Training in conflict resolution.
- Wilderness First Aid/First Responder certification or equivalent.
- Experience in GIS applications and GPS use.

- Helicopter training, and/or experience working around helicopters.
- Additional foreign language skills (e.g. French, Spanish).

This is full time position, based in the Bahamas, or other agreed upon location, with full benefits. Salary will be commensurate with experience.

Send cover letter, CV or resume and two or more references to: jobs@islandconservation.org
Please put *Bahamas PM 2016* and your last name in the email subject line, send documents in word format, label your cover letter combined with your CV as *LastnameCV.doc*. **No phone calls please.**

Position open until filled. Review of applications will begin August 9, 2016.

Island Conservation is an equal opportunity employer.

Thank you!